

Professional Employee Classifications Benefit Fact Sheet for Prospective Employees

Vacation

Vacation accrual rates for full time Professional titles are:

| <u>Years of Service</u> | <u>Days of Vacation</u> |
|--------------------------|-------------------------|
| 1st year thru 4th year | 17 days |
| 5th year thru 7th year | 20 days |
| 8th year thru 15th year | 24 days |
| 16th year thru 19th year | 27 days |
| 20th year and thereafter | 28 days |

Part time employees receive a pro-rated number of days based on the number of hours worked each year.

Vacation accrual rate is based on years of service for both part-time and full-time employees.

Holidays

Employees receive ten calendar holidays as listed below:

| | |
|------------------------|-------------------------|
| New Year's Day | Labor Day |
| Martin Luther King Day | Veterans' Day |
| Presidents' Day | Thanksgiving Day |
| Memorial Day | Day After Thanksgiving* |
| Independence Day | Christmas Day |

*For all employees assigned to the Library, the Day After Thanksgiving shall be considered a normal work day and Christmas Eve shall be recognized and observed as a paid minor holiday.

Health Insurance

The City's current health carrier is HealthPartners. There are five (5) plans to choose from and the cost to the employee depends on the plan chosen. Monthly health insurance costs for full time employees can range from:

Employee Cost

Single - \$0.00 - \$60.97 per month

Family - \$42.40 - \$462.69 per month

Part time employees may receive a pro-rated contribution for insurance.

Sick Leave

Full time employees earn the equivalent of 14 days of sick leave per year. Part time employees receive a pro-rated amount. Employees may use accumulated sick leave for their own illness or the illness of their family members.

Retiree Insurance

City contribution for retiree insurance is \$300.00 per month for qualifying employees.

Severance

Benefits are based on years of service and sick leave credit accrual. Employees may earn up to a maximum of \$17,000 for severance depending on the plan/s for which they qualify. 105% of the severance pay will be contributed to a Post Employment Health Plan (PEHP).

Safety Shoes

Employees required to wear safety shoes are reimbursed \$50.00 per year toward the purchase of one (1) pair of safety shoes.

Uniforms

Employees in specified titles are eligible for a uniform reimbursement.

Deferred Compensation

All employees have access to a deferred compensation program. Employer match is available after one (1) year. Employer matches are available after a specified number of years of service.

General

Other general benefits available to City employees include direct deposit of paychecks, reduced cost of monthly MTC bus passes and pre-tax flexible spending accounts for medical and daycare expenses.

This listing is a general summary of the benefits available to employees as provided by this bargaining unit's collective bargaining agreement and is not intended to convey all possible benefits or to be regarded as official. Specific details can be found within each individual bargaining unit agreement. Prospective employees are encouraged to consult the appropriate bargaining unit agreement. Contracts can be found on the Labor Relations web site which is located at www.ci.stpaul.mn.us/depts/laborrelations.

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